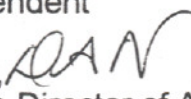


STAFFORD COUNTY SCHOOL BOARD

Agenda Consideration

TOPIC: Proposed Revisions to Policy 7-5 **ITEM NO:** 3C

PREPARED BY: Jean S. Murray, Superintendent **MEETING:** July 13, 2004

Daryl A. Nelson,  **ACTION DATE:** July 13, 2004
Executive Director of Administrative & Legal Services

ACTION REQUESTED BY THE SUPERINTENDENT:

That the School Board adopt the attached proposed amendment to Policy 7-5, Title IX (Sex Discrimination) Grievance Procedures.

KEY POINTS:

The proposed amendment to Policy 7-5, Title IX Grievance Procedures is non-substantive in nature. It reflects changes in position titles and assigned areas of responsibility of those offices implementing the grievance procedure.

SCHOOL BOARD GOAL: (Goal 7) Provide school environments where teachers are safe to teach and students are safe to learn.

FUNDING SOURCE: N/A

AUTHORIZATION REFERENCE: Bylaw 1-33, Formulation and Approval of Regulations

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Title IX (Sex Discrimination) Grievance Procedures

Discrimination on the basis of sex, including sexual harassment by students and/or school employees, is prohibited.

Complaints of sex discrimination may be filed by a student and/or parent pursuant to the following procedure:

STEP 1: Complaints are to be reported to the Principal or Guidance Counselor. Complaints filed with the counselor will be forwarded by the counselor to the Principal for investigation and action. Alternatively a student or parent may report a complaint to the Supervisor of ~~Student Services~~ Testing/Student Services. It shall be the goal of the Principal and Supervisor to arrive at a prompt and reasonable resolution of the complaint which is equitable to all parties.

The Principal or Supervisor shall inform the complainant in writing of what action, if any, shall be taken within ten (10) school days of receiving the complaint. Complaints of student on student harassment may result, following investigation and due process, in disciplinary measures which are consistent with the Student Code of Conduct (Regulation 7-32) being taken against a student. If the action taken involves discipline imposed on another student, the information provided to the complainant shall be consistent with the requirements of the Family Educational Rights and Privacy Act (FERPA) and its regulations which generally prohibit the school from releasing personally identifiable information absent consent of the student and parent except in certain limited circumstances directly related to the student complainant. The Principal or Supervisor shall also inform the complainant as to the procedure to pursue the complaint further should it not have been resolved to the satisfaction of the complainant.

STEP 2: If the action of Step 1 fails to resolve the complaint to the satisfaction of the complainant, the complainant shall submit, within seven calendar days of receiving the written decision of the Principal or Supervisor, the complaint in writing to the Title IX Coordinator (who is the ~~Assistant Superintendent for Administration and Personnel~~ Executive Director of Human Resources).

The Title IX Coordinator shall investigate and inform the complainant in writing of what action, if any, shall be taken within fifteen (15) school days of receiving the complaint. The Coordinator shall also inform the complainant as to the procedure to pursue the complaint

STUDENTS

Title IX (Sex Discrimination) Grievance Procedures

further should it not have been resolved to the satisfaction of the complainant.

STEP 3: If the action of Step 2 fails to resolve the complaint to the satisfaction of the complainant, the complainant shall, within seven calendar days of receiving the written decision of the Title IX Coordinator, submit the complaint in writing to the Superintendent.

The Superintendent shall investigate and inform the complainant in writing of what action, if any, shall be taken within ten (10) school days of receiving the complaint. The Superintendent shall also inform the complainant as to the procedure to pursue the complaint further should it not have been resolved to the satisfaction of the complainant.

STEP 4: If the action of Step 3 fails to resolve the complaint to the satisfaction of the complainant, the complainant shall, within seven calendar days of receiving the written decision of the Superintendent, submit the complaint in writing to the board.

The board shall commence consideration of the complaint at its next regular meeting and may, if it deems appropriate, conduct a hearing which hearing may be on a later date. The board shall, within fifteen (15) days of having completed its consideration and/or hearing of the matter, render a decision and shall inform the complainant of that decision in writing through the Superintendent. The decision of the board shall be final.

Legal Reference: Through June 30, 1999

Title IX of the Education Amendments of 1972, 20 U.S.C. §1681, et seq.

Department of Education, Office for Civil Rights Sexual Harassment Guidance; Harassment of Students, Oct. 4, 1996, 61 FR 52172.

Adopted by School Board: July 8, 1997

Amended by School Board: